

Hamilton, Richard J

8-16-1914 June 1915

ADDRESS REPLY TO
R. J. HAMILTON,
MANAGER



University Press, Toronto

Sept. 18th., 1914.

The President,

University of Toronto.

Dear Mr. President:-

I enclose you a letter just received by the University Press regarding the operations of some book agent by the name of Mr. Irwin who is evidently representing himself as acting in some way in an official capacity for the University. It is needless to add that I have no person in my employ selling any books outside of the University. I understand from the Registrar, and the Secretary of the University Extension that they have each received similar letters.

Yours truly,

UNIVERSITY PRESS,

R. J. Hamilton
Manager.

encl.

*Forestry Branch.**Albany, Sept. 16, 1914.*

The University Press,
Toronto, Ont.;

Gentlemen,—

On further consideration of my order for the set of volumes on the History of Canada, given yesterday to your agent (Mr. Irwin) here, it has seemed better to withdraw, for the present, the said order and to ask to have my name removed from the list, for the present, at least. At some future time I hope I may take it up again.

The order, as you will no doubt remember, was for a set bound in wine-colored cloth at \$28.50. Set to be delivered to above address; my own post office is given as Westboro.

Yours very truly,

J. W. Macomber.

October 10th, 1914

R. J. Hamilton, Esq.,

Students' Book Department.

Dear Mr. Hamilton:

I am glad that you have got the pamphlet on "Why England is at War" by Sir Edward Cook and are issuing it to students in a special edition free of charge. I hope that this action of yours will be much appreciated by the students as a whole. I am sending word to "Varsity" so that they may give as wide notice of it as possible.

Yours sincerely,

President.

October 15th, 1914

R. J. Hamilton, Esq.,
The Students' Book Department,
Toronto.

Dear Mr. Hamilton:

I have written to Mr. Ritchie this morning stating
to him what you have said in your letter about the selling of books.

Yours sincerely,

President.

May 15th, 1915

R. J. Hamilton, Esq.,

University Press.

Dear Mr. Hamilton:

Many thanks for your cheque of fifty dollars and fifty cents in payment of the sales of myn books made by you during the past year. The Committee is greatly indebted to you for your trouble in this connection.

Yours sincerely,

President.

ADDRESS REPLY TO
R. J. HAMILTON,
MANAGER



University Press, Toronto June 4th., 1915.

The President,
University of Toronto,
Toronto.

Dear Mr. President:-

At the last meeting of the Printing Committee the accompanying report on the University Press was prepared and ordered to be transmitted to you. At this same meeting I was directed to prepare an analysis of our business for each of the past five years showing the amount of printing and supplies for the various administrative offices and departments, and also the amount of printing done for organizations and individuals associated with the University. This report is also included. The totals for the year 1914-15 are estimated for the month of June.

Yours truly,

UNIVERSITY PRESS,

R. J. Hamilton
Manager.

